

## INFORMATION ABOUT GOVERNORS VISIT

**PURPOSE:** Lions International requires that every District Governor visit every club in his or her district. The reason for this is to allow every club an opportunity to spend time with the Governor, to hear the Governor's words, and to interact with the Governor. Some clubs may wish to join together to have a Joint Governor's Visit.

**WHO VISITS:** It is the Club's choice as to who will accompany the Governor. Many clubs invite one or more of the following District officers: 1<sup>st</sup> Vice District Governor, 2<sup>nd</sup> Vice District Governor, Cabinet Secretary, Cabinet Treasurer, Region Chair and Zone Chair. It is certainly acceptable to invite only the Governor, if you choose to do so. Regardless of whether you invite only the Governor, or also invite some Cabinet members, please let us know whether their spouses are also invited (the Governor's spouse should always be included).

**ESTABLISHING DATES FOR VISIT & TENTATIVE DETAILS:** Dates for the Governor's visits should be submitted as soon as possible. Hopefully, all dates can be arranged and confirmed by the first of September. Ideally, all of the Governor's visits should be completed by the end of month prior to the District Convention.

The Cabinet Secretary will provide a form to all club Presidents to facilitate scheduling the Governor Visit, requesting date and other tentative details such as time, location, dress code, etc. Once the Governor has locked in a date, the Cabinet Secretary will notify the club of the confirmed date.

**FORM OF MEETING:** Although most Governors' visits include a meal, it is not required.

**PAYMENT FOR MEALS:** If a meal is involved, the club is not expected to pay for any meals. Many clubs do pay for the meal of the Governor and those traveling with the Governor. However, this could mean that the club would be paying for as many as 14 meals. The host club should make the determination as to which meals, if any, they will pay for. We ask only that the host club inform the Secretary or Governor in advance, as to which meals will be paid for by the club, in order to avoid any embarrassment.

**COORDINATION OF FINAL DETAILS:** About 1 week before the visit, the Cabinet Secretary will contact the club to determine whether there are any changes, whether there are any special awards the club wants the Governor to present, or whether there are any other special proceedings with which the club wants the Governor to assist. The Cabinet Secretary will pass the information along to the Governor and the rest of the invited District guests.

**DRESS FOR THE CABINET MEMBERS AND SPOUSES:** Under normal circumstances, the dress for the cabinet members and their spouses attending a Governor's visit would be coat and tie for the gentlemen, and skirt or dress slacks for the ladies. We must remember that we are representing the Lions of our District and Lions International. Therefore, our dress should be appropriate. If a club advises that their visit is casual due to the type of meal, location of the event, or other reason, then the dress for the cabinet members should be adjusted appropriately.

The District Governor is required by the Missouri Lions Policy Manual to wear his/her State Uniform to all Governor Visits. If your club wishes to conduct a visit that would require the Governor to dress differently, please advise the Governor in advance.